

**Stronsay Development Trust**  
Company Number SC271553  
A Scottish Charity, Charity number SCO38888

**Board Meeting on Wednesday 25<sup>th</sup> June 2014 in the Community Hall at 7.30 pm**

**MINUTES**

**PRESENT**

Carole Cotterill (Chair)  
Robin Graham  
Tracey Boler  
Julie Andrew

Christopher Evans  
Raymond Dennison  
Mike Erdman  
Valerie Stone-Lucas

**IN ATTENDANCE**

Anthony Withers (Project Officer)

**APOLOGIES** None

**WELCOME BY CHAIR**

The Chair welcomed everyone and thanked them for attending.

**MINUTES FROM PREVIOUS MEETING**

Mike Erdman proposed and Valerie Stone-lucas seconded and all agreed that the minutes of Tuesday 27<sup>th</sup> May 2014 were a true account.

**NOTE**

The Chair informed the Board that the Minutes of the earlier part of the May Board Meeting, held on Wednesday 21<sup>st</sup> May, had yet to be finalised as the Company Secretary, who took those Minutes is unwell and has yet to pass over the Minute Book.

**RESIGNATION OF TREASURER**

The Treasurer, Robin Graham, has regretfully tendered his resignation due to the pressure of other commitments.

**ELECTION OF TREASURER**

Chris Evans proposed and Ray Dennison seconded and Julie Andrew was elected as Treasurer for the Trust.

**BANK SIGNATORIES**

Carole Cotterill proposed and Chris Evans seconded that Robin Graham be removed from the list of signatories for the CO- OP Bank and that Julie Andrew`s name be added to it. All in agreement

**SDT COMPUTER**

The Company Secretary has informed the Board that the SDT computer is broken and that she has been using an SREL computer for her Trust duties.

The Board agreed not to take any action at the present time regarding the purchase of a new computer for the Trust as the Chair has offered to lend the Trust one that she is not using.

**ACTION POINT**

The Company Secretary to be requested to return the broken SDT computer to see whether it can be repaired.

## **POST BOX**

The Board ratified the decision taken on 4th June to purchase a new postbox for the Trust as the existing one was letting in water. Proposed by Julie Andrew and seconded by Chris Evans. All in agreement.

Robin Graham has kindly replaced the old postbox with the new one.

## **BIS BUSINESS PLAN**

The Board has been provided with a copy of a Business Plan drawn up by the BIS Board centred on the management and development of the Enterprise Zone. The Board agreed to hold this back for discussion until the build was closer to completion.

## **The Project Officer joined the Meeting**

## **PROJECT OFFICER'S REPORT**

### **ENTERPRISE ZONE.**

The Project Officer provided details of the funds remaining to complete the build, to include the 10% contingency monies already contributed by the Trust. The P O informed the Board that none of the three completed tenders was affordable and that it had been decided that the best way forward was that the P O under the supervision of the BIS Board should act as main contractor and would employ sub contractors on a job and finish basis. The Board was also informed of the proposed changes to the building specifications to reduce costs.

The Board voiced its concern that this was a major construction project requiring an experienced contractor and gave its preference to re-tendering on the revised specifications.

The PO confirmed that the decision lay with the Trust, however the groundworks had already been started in order for the build to continue.

### **COMPLAINTS TO O I C REGARDING WASTE MATERIAL**

The Project Officer was informed of the complaints made to OIC concerning unauthorised tipping of waste material from the Enterprise Zone at the quarry and at the shore at Hunton, and that the Trust had been told that this could bring a fine of up to £40,000, or the Trust could be told to recover all the waste and remove it to Mainland Orkney.

The conversation between the Project Officer and members of the Board in respect of this and other matters is recorded in the Confidential Minutes

The Project Officer left the meeting.

The Board discussed the situation. The decision taken by the Board following the discussion is recorded in the Confidential Minutes.

Robin Graham, Raymond Dennison and Chris Evans agreed to go and speak to the workmen with the Project Officer the following morning.

### **COMMUNITY HALL HEATING**

Work has been completed and there will be a final inspection before the project is signed off.

### **COMMUNITY TURBINE**

The Board has decided not to apply for funding from Community Energy Scotland for a feasibility study into off-grid solutions.

### **OLDER RESIDENTS OPEN MEETING**

The report from AGE CONCERN ORKNEY has now been received and will be made available in the shops and Post Office. The Project Officer requested that the Board instruct him on how it wishes the project to be progressed.

MEETING FINISHED AT 9.45 pm

**There is no Board meeting scheduled for July due to Board Members being away on holiday. The next meeting will be held on AUGUST 13<sup>th</sup> 2014**

**CC June 2014**